



DATA REVIEW GROUP (DRG) MEETING MINUTES

MEETING MINUTES

Here are minutes from the DRG Meeting on Thursday, September 29, 2005.

The meeting official started at 1:05 p.m. All phone connections were established between 12:55 p.m. to 1:05 p.m.

Contact Anthony Robinson, DRG Chair, W/OS1, 301-713-1373, extension 165, if you have any comments and/or questions pertaining to the minutes and any attached items.

DATA REVIEW GROUP (DRG) MEETING MINUTES

SEPTEMBER 29, 2005
MINUTES

A. 1:05 PM (Eastern Standard Time) - Convene

B. DRG Focal Points

OS - Anthony Robinson (Chair)	OS - Hank Robinson (OS)
OST - Rebecca Cosgrove (MDL)	OST - Fran Curnow (OST/AWIPS)
- Kathryn Hughes (MDL)	
CIO - Rich Robinson (DM & EMWIN)	NCEP - Brent Gordon, Avis Spruill
OPS - Martin Baron (NWWS)	PRH - Edward H. Young, Jr.
ARH - Jim Jones	SRH - Melinda Hinojosa
CRH - Gregory Noonan	ERH - Cynthia Scott
WRH - Jeff Walker, Robert Diaz	FOS - Julie Hayes
- Craig Schmidt	
OHD - Brian Jackson	

Kathryn Hughes will be filling in for Rebecca Cosgrove while she is on maternity leave starting in October.

Members in attendance:

Anthony Robinson	Hank Robinson	Rich Robinson
Gregory Noonan	Avis Sprill	Brent Gordon
Becky Cosgrove	Jim Jones	Melinda Hinojosa

C. Submitting Authorities

DRG Request for Change
Submission Authority

Designate

W/OS - Dennis McCarthy	Hank Robinson, OS12
W/OST - Greg Mandt	Rebecca Cosgrove, OST22
	Kathryn Hughes, OST
	Frances Curnow, OST33 (AWIPS Related)
W/OHD - Gary Carter	Brian Jackson, OHD13
W/NP - Louis Uccellini	Brent Gordon, NP11
	Avis Spruill, NP11
W/OPS - John McNulty	Martin Baron, OPS32 (NWWS related)
W/ER - Dean Gulezian	Ted Wilk, ER4
	Bill Murray, ER41
W/SR - X. William Proenza	Melinda Bailey, SR11x5
W/CR - Dennis McCarthy	Greg Noonan, CR3x1
W/WR - Vickie Nadolski	Jeff Walker, WR41
	Robert Diaz, WR4
	Craig Schmidt, WR
W/AR - Laura Furgione	Jim Jones, AR42
W/PR - Jeff Ladouce	Edward H. Young Jr. PR1

Aimee Devaris is no longer assisting Jim Jones in AR.

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D. Previous Minutes

The minutes from the last DRG meeting were not present.

E. RC Items Received Between 01-July-05 to 27-September-05

The DRG received 14 new RCs.

F. RC Items Adjudicated Between 01-July-05 to 27-September-05

The DRG approved 18 RCs.

G. RCs In Review And On Hold Between 01-July-05 to 27-September-05

The DRG had 4 RCs In Review and On Hold.

9332 - Addition of GFS-based gridded MOS Guidance for the CONUS
Comments: The RC was voted to be approved with a "To Be Determined" implementation date.

9428 - Add climate products for Pasco WA and Evanston WY
Comments: The RC was voted to be approved.

9453 - Add 19 New FAA METAR Observations for Alaska Region
Comments: The RC was voted to be approved.

9462 - Correction to PIL of one product added under DRG 846
Comments: The CN was discussed and it was suggested that a CN would be needed for the RC.

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H. RCS WITHDRAWN/DISAPPROVED Between 01-July-05 to 27-September-05

There were no RCs that have been withdrawn.

The CM database only tracks RCs that had gone out for review and then were withdrawn or disapproved.

I. ITEMS FOR DISCUSSION AND DECISION

VERIFICATION OF IMPLEMENTATION

The Data Review Group (DRG) has discussed ways of ensuring approved data products are being properly implemented on their designated networks. Currently, following the approval of a data product Request for Change (RC), the implementation of data products on the various networks are handled by the program managers of EMWIN, NWWS and AWIPS. The approved RC and Change Notices are emailed to the submitting authority of the RC, the program managers and DRG focal points. The program managers take the necessary steps required to implement the change on their network. The program managers are required to then notify the DRG via email that the changes have been completed.

The DRG will go a step further by verifying implementation of data products. This will add an additional stage to the end of DRG process. The final stage of the process will be verification of implementation by field units. It will be the responsibility of the Submitting Authority (SA) to verify DRG items submitted by the office have been properly implemented on the appropriate networks.

The DRG Chair will gather information from the database regarding DRG RC items that have been approved but not verified. The Chair will assemble a list by office or region and include it in the DRG Agenda. When the DRG SA receives the request for Verification of Implementation in the DRG Agenda, they will investigate the items to see if they are actually available on the network.

When all items have been verified to the satisfaction of the DRG SA, the SA communicates the DRG numbers of the verified items to the DRG Chair at the DRG meeting. Then the database status of the RC items will change from "Approved" to "Completed".

Requests for Change Status Tracking (RCTS) System

The Change Management database is now public. The RCTS system allows users to access our database online and generate real-time reports. The URL for

the RCTS system is https://ops13web.nws.noaa.gov/rcmpub/rcm_pub.pub_report.

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J. OLD BUSINESS

None

J. NEW BUSINESS

NEXT DRG MEETING

The next DRG Meeting will be tentatively held on Thursday, October 27, 2005 at 1 p.m.

K. 2:00 PM (EASTERN STANDARD TIME) - ADJOURN